

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

January 12, 2022

Time: 6:00pm

Zoom Conference Call

Present:

Doug Abbott
Deborah Graystone

Kay Vallee
Lil Silvano

Terry Scott

Staff:

Dominic Noel

Ashley Gearing

Regrets:

Susan Schikofsky

Lyndsay Suurna

Call to Order at 6:05pm.

Call for Expressions of Conflict of Interest

Kay Vallee declared a conflict of interest when discussing Sault College expansion as this is her employer.

Approval of Agenda

Motion to approve the agenda.
Seconded and Carried.

First Nations Training Presentation

Colonial lens of history module 1 slide show presented by Kay Vallee. Some main highlights from the presentation are as follows:

1. History books are written by the dominant societies and rarely taken into account indigenous world views or beliefs.
2. Reviewed the definition of imperialism, the aim to acquire power and land.
3. Discussed the definition of Colonialism and the different types used around the world

Algoma

Nurse Practitioner-Led Clinic

4. Reviewed the methods of colonialism used in Canada against the indigenous people.
5. Reviewed the definition of racism, the belief that some races are inherently superior and have the right to dominate others, which leads to the justification and rationalization of colonial or imperialistic ambitions.

Approval of Minutes

Motion to approve meeting minutes from:

General Meeting Minutes – November 9th, 2021

Finance Committee Meeting Minutes – January 4th, 2022

Building Committee Meeting Minutes – December 10th, 2021

Capital Expansion Meeting Minutes – January 10th, 2022

Seconded and Carried.

Chair's Report

Doug discussed the options for sending out a call for proposals for auditors as the 5-year service term with Ruscio ends this year. Dominic advised the board that Ruscio has been great, the cost has remained stable throughout the 5 years and provided a recommendation to continue using their services. Clarification was given that Ruscio will be completing the 2021-2022 audit and a new service agreement for 2022-2023 is what is required. Board is recommending contacting 5 firms for quotes and this would be done by Dominic and the Financial Committee would review and make recommendation to Board for approval.

Motion to approve managements proposal to request RFQ for auditors effective April 1, 2022.

Seconded and Carried.

Chair Evaluation by the Board of Directors is to be done in conjunction with the Governance Committee. The form will be sent out to board of directors and results will be received by the Governance Committee and will be reviewed at the following board meeting.

Executive Director Report.

The December Executive Director Report and the November and December Dashboard Reports were presented.

Algoma

Nurse Practitioner-Led Clinic

Dominic highlighted the following:

1. HR: Disengaged employee provided resignation. One of the temporary contract NPs has agreed to take the permanent NP position. Two contract NP's have been hired to provide coverage for the disengaged employees caseload until September 2022 when the maternity leave ends.
2. Dashboard: Decrease in Decembers monthly patient visits explained by holidays/ staff vacation.
3. Capital Expansion: Now only two potential sites, 390 McNabb and Expanding current Sault College site. Actively searching for new potential sites.
4. OHT: Main discussion is around sharing health information between organizations which is met with privacy challenges. Kate DeWhirst, a primary care lawyer, is aiding in navigating the privacy concerns and issues. cQIP Workshop with OHT partners was completed on December 13, 2021.
5. Strategic Planning: Tentative date mid March 2022 for in person session, if COVID allows.

Treasurer's Report

The financial reports for periods up to and ending October 31st, 2021 and November 30, 2021 were presented. New column added to the comparative financial report which will help with keeping tabs on the surplus and will allow for better planning.

Dominic will continue to add to his surplus spending wish list for year end spending. Dominic inquired if the Board would be considering doing an RRSP contribution or bonuses for the staff with some of the surplus. The Finance Committee will discuss and then bring forward recommendations during an in camera at the next board meeting. Wish list for end of year surplus spending will be added to the February board meeting agenda.

Motion to accept the Treasurer's Report.

Seconded and Carried.

Alliance for Health Communities Board Liaison

Susan absent from board meeting. Health Equity Training consisting of a 4-part module was briefly discussed. The cost is \$750 for 3 years and would include anyone who was interested in participating. This will be added to the agenda and reviewed at the next board meeting.

Algoma

Nurse Practitioner-Led Clinic

Governance Committee Report

In light of Susan's absence, the board reviewed the revised Board Member Recruitment Policy. The recommended changes from the previous board meeting regarding the final sentence were completed. The amended final sentence reads "The board will ensure all directors reflect the diversity of the community and endeavor to maintain a healthcare/nurse practitioner representation on the board."

Motion to accept the changes to the Recruitment and Selection of Board Members Policy final sentence.

Seconded and Carried.

Board discussed the Building Committee Terms of Reference and determined the Building Committee would review them at the next meeting and bring them forward to the board for approval.

Nominating Committee Report

Terry advised she had been doing some thinking but has nothing to report at this time but did state she would have a report for next month. Doug reminded the Board that this is his last year on the board and a new Chairperson would be needed for next year.

Final Reminders

Building Committee is meeting tomorrow, January 13, 2022 at 4:00 pm via zoom.

All further board meeting will be held on Wednesday's and via zoom for the foreseeable future.

Adjournment at: 7:28 pm

Next Meeting: February 9, 2022

Board Meeting Evaluation

1. Was this a good use of your time? - Yes
2. What did we decide?
 - A. Motion to approve managements proposal to request RFQ for auditors effective April 1, 2022.

Algoma

Nurse Practitioner-Led Clinic

- B. Motion to accept the changes to the Recruitment and Selection of Board Members Policy final sentence.

Doug Abbott, Board Chair

Date of Approval

DRAFT